

Citizens Cable Advisory Committee
Minutes of Meeting
WRAC Studio
Willmar, Minnesota

August 25, 2016

The Willmar Citizens Cable Advisory Committee was called to order by Chairman Ron Christianson. Members present were Ron Christianson, Denis Anderson, Jodi Wambeke and Susan Mattson. Members excused were Larry Fujan and Linda Mathiasen. Others in attendance were Local Access Coordinator Rudy Vigil, Information Systems Coordinator Ross Smeby, and Cable Attorney Brian Grogan, with Moss and Barnett who participated via teleconference.

The committee reviewed the franchise draft from Moss and Barnett. There were several parts of the franchise that the committee was asked for input on from Cable Attorney Brian Grogan. The first was on the Local Office Policy. The committee agreed to require franchise grantees to maintain a local office within the city. Next was on the letter of credit and penalty fees. The committee agreed that the letter of credit amount and penalty fees listed in the draft were sufficient. Mr. Vigil clarified the digital and HD PEG carriage requirements that the city would ask for 2 PEG channels in HD format and 2 PEG channels in SD format. For designated building drops the committee agreed to remove drops to schools within the community and add drops to the pool and Taunton Stadium.

The committee then called Cable Attorney Brian Grogan for clarification and an update on the PEG channel formats, the PEG fee, requiring an office within the city, and the drops to designated buildings. He requested that all changes and comments be added to the draft. He also requested that the exact address of the buildings for designated drops and two-way service be added to the franchise exhibits. Mr. Vigil inquired about equipment ownership in the event that Windstream chooses not to renew the franchise. Cable Attorney Brian Grogan mentioned that ownership and cleanup of equipment would be determined later in the event that Windstream does not renew the franchise. Mr. Anderson asked the question if anything in the franchise would prevent another cable company from wanting to operate within the city. Mr. Grogan noted that build out costs were usually the largest issue for any operator and that this franchise did not contain any build out requirements. Mr. Christianson asked about the franchise contract length and Mr. Grogan noted that the requested length was 10 years.

Mr. Anderson made a motion to accept the draft agreement as amended. The motion was seconded by Ms. Mattson, which carried.

The topic of the negotiation team for the franchise was discussed and the team would consist of Mr. Vigil, Mr. Fujan and City Administrator Larry Kruse.

There being no further business to come before the committee the meeting was adjourned at 5:45 p.m.

Respectfully Submitted,

Ross Smeby
Information Systems Coordinator